

## **State Historical Records Advisory Board**

### **Minutes**

The State Historical Records Advisory Board (SHRAB) met on May 24, 2005 at 10:00 a.m. in the Board Room at the Kentucky Department for Libraries and Archives (KDLA). Board members present were: Richard Belding, Coordinator; Barbara Teague, Deputy Coordinator; Mary Margaret Bell, Jefferson County Public Schools (JCPS); Rebecca Ryder, University of Kentucky (UK); Sue Lynn McDaniel, Western Kentucky University (WKU); Dr. James Greene, Harlan Independent School District; Mary Winter, Kentucky Historical Society (KHS); and Kent Whitworth (KHS). Also present was Connie Renfroe, Public Records Division Secretary. Not present were: Dr. William Mulligan, Murray State University (Murray SU) and Dr. Yvonne Baldwin, Morehead State University (MSU).

The minutes of March 2, 2005 were reviewed and a correction on the date was noted. Bell made a motion to accept the minutes, seconded by Ryder. Motion carried unanimously.

Belding gave an update of the National Historical Publications and Records Commission's (NHPRC) budget issue. Belding passed out copies of documents to Board members from Kathleen Roe, President of the Council of State Historical Records Coordinators (COSHRC) regarding guidelines to preparing letters to the Senate. Belding said that NHPRC was still in a stage of budget mark up and there is still a need to keep the communication up. The response to the subcommittee from organizations that were in support for NHPRC appropriation was about 96% and the other 4% was for all the other appropriations that the subcommittee was hearing about. There are things SHRAB can continue to do such as visits to home offices of senate and house members and to continue fax letters to the members of the subcommittee. Belding said there is an electronic petition to support funding for NHPRC at

[www.savearchives.org](http://www.savearchives.org). There is an anonymous registration option. There are over 5,600 names on this petition. Clara Potter sent e-mails around the country to other people she knew in the library world. In a phone conversation that Teague had with Dr. Baldwin, Dr. Baldwin mentioned that at MSU, the historians in her department all sent e-mails and faxes and that Tom Kiffmeyer, historian, had sent e-mails to some of his friends around the country. Dr. Baldwin also mentioned that one of MSU'S graduate students was going to be working in Senator Northup's office, so Dr. Baldwin supplied him with a lot of information and asked that graduate student to approach Senator Northup with that information. Teague and Ryder received letters from Ben Chandler. Ryder also received a letter from Mitch McConnell and shared it with the Board. Discussion was held.

Belding said KHS did receive its first year funding for its grant. Winter said the grant was approved but full funding was contingent upon NHPRC's future.

Teague gave an update on the video production. Teague said she and Belding had met with Mike Brower, Kentucky Educational Television (KET). Teague said that they decided to do a free form field trip, which is like a documentary at various locations. Teague said that the subgroup would have to meet to discuss how it wanted to script the video. Teague said that the SAA workshop "Archival Perspectives in Digital Preservation" scheduled for June 9-10, 2005 in Lexington was full. The "Understanding Archives" workshop scheduled for sometime in November is in need of an available site.

Teague said that after reviewing regrants from other states and discussing the situation with Belding, they decided that the regrant application should not be submitted until next year. SHRAB's strategic plan needs to be updated since it runs through the end of 2005 and it also needs to be more specific about how SHRAB plans to help other repositories. Plans are to send a needs survey to repositories. Discussion was held. Belding said the typical applicant for regrant

money would be a private or local historical organization. Greene suggested developing a brochure to send out with the survey listing other resources available in the interim of applying for the regrant.

Diedre Scaggs, project manager, gave a presentation and an updated report on the UK Grant "John C. Wyatt Herald-Leader Photographic Collection." UK has asked for an extension because the project got started late. The Board was very pleased with the progress.

A lunch break was taken from 12:15 to 1:00 p.m.

The meeting resumed with discussion of the strategic plan. The Board agreed that in today's meeting, the Board would review only the goals and objectives. Board members will be assigned a goal so they can work on action steps for that particular goal. Teague will send out the strategic plan with the changes made in today's meeting. Board members will add their action steps and return those to Teague to compile. The goals remained the same, but the changes made to the objectives are as follows:

*Goal 1) Objective 3: now becomes Objective 1: Assist historical records programs in choosing best practices for preservation and access.*

*Goal 1) Objective 2: Gather and share information about resources to fund and support historical records repositories.*

*Goal 1) Objective 3: Establish a regrant program to provide funding for repositories.*

*Goal 2) Objectives 1, 2, and 3, remain the same.*

*Goal 3) Objective 1: Support, sponsor and promote opportunities for training and continuing education.*

*Goal 3) Objective 2: Promote awareness of issues and possible solutions for managing electronic records, audiovisual records, and other at risk special media.*

Goal 4) Objectives 1, and 2 remain the same.

Goal 4) *Objective 3: Develop and implement a communications and public information plan.*

Goal assignments are as follows:

Ryder – Goal 1

Green - Goal 1

Bell – Goal 2

McDaniel - Goal 3

Teague - Goal 4

The next meeting is scheduled for August 24<sup>th</sup>.

There being no further business to discuss, the meeting adjourned.



